

**ECONOMY AND
ENVIRONMENT
COMMITTEE**

Minutes-Action Log



This is the updated action log as at 2nd July 2015 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 15th July 2015

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
140.	NORTHSTOWE PHASE 2 – SECTION 106 HEADS OF TERMS a) correct title to be used in all council documentation	Democratic Services	One Member highlighted not only the need to ensure the acronym for the Joint Committee meeting was spelt out in documentation, but that the correct title was being used by all officers in the two councils, as some reports referred to the Committee as the Joint Committee for Northstowe. Democratic Services were asked to review documentation.	action is being taken on an ongoing basis.	Ongoing

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	b) Delegation on making any minor changes	Juliet Richardson	A delegation was agreed giving the Executive Director of Economy, Transport and the Environment in consultation with Chairman and Vice Chairman of the Committee the authority to make changes to the Section 106 agreements prior to signing.	<p>The Section 106 Heads of terms were agreed on 29th July 2015 by the Northstowe Joint Development Control Committee, the body with the authority to make the final decision.</p> <p>The Section 106 agreement is now being negotiated in detail and as mid-August had yet to be signed.</p>	Ongoing
141.	CAMBRIDGESHIRE COUNTYWIDE FLOOD AND WATER SUPPLEMENTARY PLANNING DOCUMENT	Sas Pledger	One member sought clarification on how many square miles of Cambridgeshire was below Sea Level. As this could not be answered at the meeting, the officers agree to research the question and respond outside of the meeting.	An e-mail response to Councillor Henson was sent on 21 st July copied to Committee members stating that approximately 60% of Cambridgeshire is below sea level according to the Environment Agency. This equates to around 785square miles, based on the size of the County.	Action Completed

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144.	FINANCEAND PERFORMANCE REPORT – OUTTURN 2014-15	Executive Director ETE	In relation to the Performance Indicator for ‘Complaints responded to within 10 days’, and a query on whether Street Lighting Complaints were recorded as part of the ETE Complaints figures, the Executive Director undertook to seek to provide a breakdown to show street-lighting separately.	<p>A response was provided on 24th July which confirmed that Street Lighting Complaints were recorded as part of the ETE Complaints figures, but as already stated at the July meeting, only formal complaints, using the correct procedures were recorded.</p> <p>The Street lighting complaints received via the CCC website online complaints form figures for the three months from April to June included in the ETE logs were given as follows;</p> <p>April: 9 May: 11 June 6</p> <p>It was also highlighted that as the Council was currently operating an interim system, the data which was not readily available, had, had to be manually counted which was a time consuming process,</p>	action completed

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				requiring an officer to go through the monthly reports to check which ones related to specific subjects. With the current system it wasnot possible to extract this information electronically.	
145.	FINANCE AND PERFORMANCE REPORT – MAY 2015	Finance and ETE officers	A question was raised regarding the status of the name for the Science Park station previously agreed by the Committee. In reply it was indicated that the Committee had only been asked to provide a steer on the name, as the decision was not the County Council's but Network Rail's. The Committee's choice for the new Cambridge rail station had been 'Cambridge North' and in reply to a question on why this name was not being used in the report, it was explained that as it had been called Science Park Station in the Business Plan, the normal process was to use this wording during the year to ensure that the figures could be reconciled. There was a request that the agreed name by the Committee should be included in all future reports to the Committee.	Officers will seek to comply with this request, subject to the explanation provided as to why it was still being referred as 'Science Park Station' in the Business Plan..	Ongoing

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146.	ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN	Emma Middleton	A suggestion for an additional inclusion was that under the title 'New Communities' entry on page 3 and 4 of the Plan, that this should also provide information on how the viability of Section 106 / CIL agreements were secured / calculated.		